



The Board of Trustees of the Eastham Public Library

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Mary Shaw–2023
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Ignatius (Al) Alfano–2023
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Derek Burritt–2022
Secretary
Holly Funston–2022
Willow Shire–2021
Lily Nannini–2021
Student Liaison

MINUTES OF THE BOARD OF TRUSTEES OF THE EASTHAM PUBLIC LIBRARY

May 8, 2021 at 9:00 a.m.

Location: Eastham Public Library - Gregory S. Turner Meeting Room

THIS IS A REMOTE PARTICIPATION MEETING. PUBLIC PARTICIPATION IS VIA PHONE.

To call in dial 1-646-558-8656, then the meeting ID 862 7913 6973

This meeting will be live broadcast on Local Access Channel 18, and Live Streaming is available on the

Town website at www.eastham-ma.gov/home/pages/channel-18

Under the Executive Order Suspending Certain Provisions of the Open Meeting Law, signed by Governor Baker on March 12, 2020, all members in any meeting of the public body may participate remotely.

1. Call to Order: The meeting was called to order by Mary Shaw at 9:02 a.m.

Trustees/Staff Present: Al Alfano, Derek Burritt, Holly Funston, Mary Shaw, Willow Shire, Library Director Debra DeJonker-Berry

Guests: Selectperson Aimee Eckman, Youth Services Librarian Fran McLoughlin

2. Minutes:

A MOTION (M. Al, S. Holly) was made to approve the minutes of April 10. Approved, 5-0.

A MOTION (M. Holly, S. Mary) was made to approve the minutes of April 15 with corrections. Approved, 5-0.

A MOTION (M. Holly, S. Mary) was made to approve the minutes of April 28 with corrections. Approved, 5-0.

3. Presentation – Youth Services Librarian Fran McLoughlin

4. Financial Report (Quarterly Review: Nov, Feb, May, Aug)

5. Director's Report

Programming: Of note this month, Virtual Chess, our last Blood Drive until the meeting space reopens to the public, the Chewy Decimal Cooking Show, and co-sponsored virtual program on sea-level rise (Audubon and CREW).

Upcoming programs include: May 26: "Booby Trapped: The Bra In America," and May 30: Truro Library Director Tricia Ford and Deb will be co-presenters at Nauset Fellowship on the topic, "Libraries during

and after COVID.” Also in the works are a bilingual StoryWalk based on the John Billington story and an audio edition of Saxine’s “The First Encounter at Nauset.”

Staff are exploring three StoryWalks: a permanent installation (double-sided upright) that would allow for rotating stories on the library grounds (and introduced through the Pollinators’ grant); in discussion with Lauren Barker (T-Time property) is a library sponsored StoryWalk for families to enjoy this summer; and the Billington StoryWalk that would be displayed in Eastham and Hyannis.

Museum Passes: We are again offering Museum passes (COVID version—online registration) for: Heritage Museum and Gardens, Isabella Stewart Gardner Museum, Mass Audubon—Wellfleet Bay, and New England Aquarium. We expect to add Boston’s MFA and Plimoth Patuxet. The Brewster Museum of Natural History is offering COVID pricing which is less than the entry fee with a pass.

Eastham Local Cultural Council has awarded the Library a very generous \$1,000 grant for Turnip Fest 2021. Deb is awaiting the return of the signed contract to be able to expend the \$2,500 Mass. Cultural Council Project grant funds (to be used toward the bilingual StoryWalk and the audio book).

Jeff Caton has begun the computer upgrade, moving our CLAMS network over to Town Hall. Melanie is continuing to update the new website and libguides with content, such as posting 18 CREW produced brochures about extreme weather. She is also organizing and inventorying the CPC grant materials as they arrive from Gaylord. RBDigital has been absorbed by OverDrive, and unfortunately, the Acorn products will no longer be available.

Staff is moving around shelving and furniture to prepare for library building reopening and planning re-opening procedures. Hours will be greatly reduced, but everyone is very much looking forward to this next step. DPW will help us move furniture into the Turner Room probably the week of May 17.

6. Building

- a. Roof: Last week, Nauset Construction’s Scott Southwick made an in-depth analysis of needed interior repairs related to the roof leak. We are awaiting a proposal and for work to begin.
- b. Fountain: On April 13, Mary and Al walked the grounds with Wes Stinson (Environmental Partners) to site the outdoor fountain. Placement may be off the reading garden toward the Chapel in the Pines if possible.
- c. EV charge: The EV Charging Stations are tentatively scheduled to be installed on Wednesday, May 12. The proposed location is in the middle island near the building.
- d. Air purifier, hand sanitizer: Deb ordered 4 hand sanitizer stations and am looking into additional air purifiers for the Youth Services areas. The proposed opening plan is: 15 hours per week, 3-hour shifts, Fri through Sat 10–1. Greeters and monitors will be available. No meeting rooms will be open. There will be 2 circulation desks in the Children’s Room. Friends will start accepting donations through the book-return door.
- e. DPW parking lot work: Scheduled for the week of May 17, and will include the loading area, extra parking spot, signage, etc.
- f. Patron behavior policy: No need for new policies related to reopening since changes happen fast. The library will remain in-line with town policies.

7. Old Business

a. Emergency

b. Template

c. The Library Staff asked me to let the Trustees know how much they appreciated the Letter of Appreciation and the book. Especially this year, it means so very much to them. 10 books were delivered on 04-23-2021 at a cost of \$196.63 from Trustees Interest Account. 20% discounted by Brewster Bookstore. The board has received many thank you notes.

d. Policy update: Karen is working with Holly and others on updating the volunteer policy. A meeting is tentatively scheduled for Tuesday. The gift policy will be discussed in June.

f. Outdoor Giant Sculpture: Marianne and Freya are collaborating with Willow on an outdoor bulletin board project and are making good progress toward a proposed design (report attached). Proposed to be a 4' x 3' bulletin board, including a black surround augmented with a laser-cut metal frame. Design proposal and cost estimate to come in June. 2 proposed designs were requested. It's proposed the trustees pay for sign and use crowdsourcing to fund the surround. The current goal is to have it up by October.

g. Signarama: Signarama has tentatively scheduled installation of the Wall of Honor and the delivery entrance for within the next two weeks. We now have an official decal identifying us as a member of CREW in the window near our front entrance. This should open up an opportunity for more decals representing our partners.

h. Memorial Gifts. None to report. Derek to take over sending thank you notes.

i. 5th grade books: 30 books were purchased for as many graduates for \$157. Books are ready to be delivered.

8. New Business

a. RE: Painting generator and Eversource box. Interested parties to research.

b. MBLC 2021 Trustee orientation: upcoming

9. NRHS Student Trustee Liaison, Lily Nannini

In an email from Lily: Prom will be held at Truro Vineyard June 1. Spring sports have started. June 5 is scheduled for graduation. Students return to a fully in-person, 5-days a week schedule. Senior events will be held this year and have been scheduled.

10. Friends Update

From Debbie Abbott, President, Friends of the Eastham Library Board:

The Friends met this past Thursday, May 6 in the sunny, breezy Reading Garden. It was wonderful to be outside with everyone!

The Nominating Committee gave its report. Fifteen of the 16 current board members will be returning. Judy Parmelee is stepping down after almost 8 years but wants to continue as a volunteer with book

sorting. We welcomed soon-to-be new board member Roger Dumas at the meeting. All will be voted on at the annual meeting.

Debbie, Brian, and Judy Sebastian had a Zoom meeting April 29 with Deb to talk about the FY2022 spending plan. Deb made some adjustments to certain line items, which we all agreed on. As was mentioned last month, the Friends is in good financial shape, and the board agreed, if some other expenses arose during the year, all Deb has to do is ask.

Our annual meeting will be Saturday, June 26, at 4 p.m., in the Reading Garden. Rain date will be Sunday the 27. Jane Crowley, the Eastham health agent, told me, as of now, the current capacity limit is 100 for outdoor gatherings. She said the Select Board may increase that number for later in June. Either way, it should be fine. We will be offering catered refreshments using the Health Department's COVID protocols.

11. Next Meeting: The next meeting of the Board of Trustees of the Eastham Public Library will be on Saturday, June 5 at 9:00 a.m. in the Eastham Public Library—Gregory S. Turner Meeting Room. THIS IS A REMOTE PARTICIPATION MEETING. PUBLIC PARTICIPATION IS VIA PHONE. (NOTE: Mary and Deb meet two Tuesdays prior to Board of Trustee meetings to prepare the agenda. They welcome input.)

12. Adjournment: At 10:46 a.m., a **MOTION** (M. Al, S. Holly) to adjourn was made. Approved, 5-0.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'D. Burritt', is written over a horizontal line.

Derek Burritt, Secretary